

Baraboo Community Development Authority  
Minutes of the Regular Monthly Meeting  
Tuesday, March 5, 2019

The meeting was called to order by Chairperson Wastlund at 7:00 p.m. in the Community Room of Corson Square Apartments, 920 Tenth St., Baraboo, WI 53913

**I/II. Call to Order/Roll Call**

Present: Wastlund, Fordham, Koehler, Bobholz, Kierzek, Petty, Skare  
Absent: None  
Staff: Patrick Cannon

**III. Note of Compliance with Open Meeting Laws**

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

**IV. Approval of Agenda**

A motion was made to approve the agenda as presented.

Petty (1); Fordham (2)  
Aye: All via voice vote  
Nay: None

**V. Approval of Minutes**

A motion was made to rescind the meeting minutes for February 21, 2019 to correct the minutes from December 4, 2018.

Petty (1); Bobholz (2)  
Aye: Two via voice vote  
Nay: Five via voice vote

Motion fails

A motion was made to approve the meeting minutes for February 21, 2019 as presented.

Fordham (1); Skare (2)  
Aye: Six via voice vote  
Nay: None  
Abstain: Kierzek

A motion was made to extend the move out date for Ms. Joan Carriveau to April 28, 2019.

Petty (1); Skare (2)  
Aye: All via voice vote  
Nay: None

**VI. Announcement of Public Events**

There were no announcements of upcoming events.

**VII. Public Comment**

No one from the public wished to make a comment at this time.

**VIII. Receipt of Financial Statements and Approval of Vouchers.**

- a. February 1, 2019 to February 28, 2019 Vouchers**
- b. Financial Statements**
- c. Vacancy Report**
- d. Outstanding Loan Report**

Motion:

To approve the vouchers for February 1, 2019 to February 28, 2019

Bobholz (1); Kierzek (2)

Aye: All via voice vote

Nay: None

The Board would like an update on the charging of salaries for both facilities.

**IX. Executive Report**

The report was included in the packet.

**X. Committee Reports**

**A. BEDC**

BEDC will meet at the High School for its next meeting

**B. Executive Committee**

The Committee has not met since last CDA meeting.

**C. Finance**

The Committee has not met since last CDA meeting.

**D. Loan Review Committee**

The Committee has not met since last CDA meeting.

**XI. Old Business**

**1. Update on CDA Projects**

**a. Web Site RFP**

Staff had no new information regarding this project.

**b. Use of solar energy at CDA owned facilities**

Staff had no new information regarding this project.

**2. Update on CLOSE program**

Staff indicated that the City is proceeding with the Lake ST. project and use of the CDBG funds.

**3. Consideration and discussion of CDA Strategic Plan**

**XII. New Business**

**A. Consideration and discussion of CDA involvement in City Capital Projects.**

Staff noted that the City is looking at two facility projects and they are exploring the use of the

CDA as the long term funding avenue. Staff is concerned about the time requirements of other projects similar to the Municipal Building. The Board is willing to discuss involvement in these projects, but would like to wait to see how they are included in the future capital projects.

**B. Consideration and discussion of CDA committee appointments.**

The Chair noted that Ms. Kierzek will fill the committee positions previously held by Mr. Zolper. Mr. Skare declined to be appointed to any of the CDA committees.

**XIII. Board Member Comments**

No additional comments were made at this time.

**XIV. Public Comment**

None

**XV. Adjournment**

**Motion:**

To adjourn the meeting at 8:12 pm

Bobholz (1); Petty (2)

Aye: All via voice vote

Nay: None

Minutes were approved by the Community Development Authority on:

Carolyn Wastlund, Chairperson

Patrick Cannon, Recorder